

August 25, 1954

Meetings
FILED:
RETURN TO
RECORDS MANAGEMENT DIVISION

Dear Chapter Member:

On behalf of the officers of the Washington Chapter, American Society for Public Administration, I invite you to take part in our activities for the coming year. It is our intention to continue the interesting luncheon programs and discussion panels which went over so well last year. The new panels are designed to explore current subjects of interest in administration, and the luncheon speakers have been carefully selected, so as to help you professionally and contribute to your stock of information. Attached is this year's program statement.

As in past years, the membership dues remain \$1.00. We think you will agree that this is a very small amount. Please make your check payable to ASPA and mail it to Mr. Jule M. Sugarman, Membership Chairman, Main Civil Service Commission Building, Room 320, 8th and F Streets, N. W., Washington 25, D. C. Enclosed are several additional membership applications. You will assist us if you will invite interested people of your acquaintance to join the Chapter; you may then mail the new members applications and checks with your renewal.

Attached is a tentative program for 1954-55. We feel that it is a good program, however your suggestions will be very gratefully received.

We hope to see you at the panel meetings and luncheons. Please help us make this an outstanding year in the Chapter's history.

Sincerely,

Hubert R. Gallagher
Hubert R. Gallagher
President

The Washington Chapter of the
AMERICAN SOCIETY FOR PUBLIC ADMINISTRATION
1954-1955 Program

The program planned by the Washington Chapter for the 1954-1955 season is described briefly below. The Chapter believes that you will find participation in its activities interesting and informative. From time to time throughout the year as interesting areas of information develop the Executive Committee will make every effort to program different round tables and also to invite speakers with varying points of view to address the luncheon meetings.

Luncheon Series

Each month, September through May, the Chapter has planned a luncheon meeting at which persons of national reputation will speak on topics of general interest to the members. At the meeting to be held September 15th, Mr. Percival F. Brundage, Deputy Director of the Bureau of the Budget, will address the luncheon group. Other luncheon speakers, such as General Otto Nelson, Vice President of the New York Life Insurance Company, and Mr. W. J. McNeil, Assistant Secretary of Defense (Comptroller), will address the luncheon at later meetings. The luncheons are held on the third Wednesday of each month, 12:30 to 2:00 p.m., at the Congressional Room of the Willard Hotel. The price (including gratuity) of the luncheon is \$2.00 for members and \$2.25 for non-members. Members may bring guests and reservations should be made by calling Mr. Ralph A. Dungan, Bureau of the Budget (EX 3-3300 (Code 189), Ext. 431) prior to the luncheon.

Round Tables

The round table program this year is under the direction of Dr. A. Rex Johnson of George Washington University. Dr. Johnson announces that four round tables are already scheduled for the current year and others may be added if sufficient interest is shown by the members. In so far as possible it is the policy of the Chapter this year to hold as many joint meetings as we are able with other professional societies in the Washington area to promote broad participation and invite other points of view. At the September luncheon meeting Dr. Johnson will announce the times and places the round tables will meet. Also, members will be advised through the mail by the Secretary. Meetings usually start between 7:30 and 8:00 p.m. and conclude by 9:30 or 10:00 p.m.

Panel

Financial Management

Chairman

Mr. Arnold Kotz (Department of
Defense, LI 5-6700 (Code 131),
Ext. 55018)

(Joint panel to be conducted with the American Society of
Cost Accountants, District of Columbia Chapter)

<u>Panel</u>	<u>Chairman</u>
Intergovernmental Relations	Dr. William Prendergast (Commission on Intergovernmental Relations, EX 3-3262, (Code 1262), Ext.2096)
Executive-Legislative Problems	Mr. Carl M. Marcy (Chairman), Senate Committee on Foreign Relations, NA 8-3120 (Code 190), Ext. 101 Mr. Charles J. Zinn (Vice Chairman), House Committee on Judiciary, NA 8-3120 (Code 190), Ext. 580
Administrative Problems of Personnel Management	Mr. Donald Dawson (Chairman), Personnel Consultant, ME 8-5983 Mr. Ray Randall (Vice Chairman), Civil Service Commission, ST 3-5200, (Code 171), Ext. 3912

(Joint panel conducted with the Society of Personnel Administration, Washington Chapter)

Annual Meeting

Each Spring the national organization holds its annual meeting. Government officials, teachers of public administration, researchers, and students from all over the country gather for this important event. The next meeting will be held March 18-20, 1955 at the New Yorker Hotel in New York City. Be sure to set aside these dates and plan to attend. The Chapter will send to the members additional information on the program of the annual meeting as plans develop.